

TENDER NOTICE

DAWAH ACADEMY, INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD invites sealed bids from the *authorized Printers / suppliers* registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for **supply of Printing material**.

2. Bidding documents, containing detailed terms and conditions, etc. are available at Publication Section, Dawah Academy, International Islamic University, Faisal Masjid Islamabad. Bidding documents can also be downloaded from www.iiu.edu.pk and www.ppra.org.pk. Price of the bidding documents is **Rs. 1,000 / -** (*Non-refundable*) in shape of Dawah Academy cashier receipt, Call Deposit/Bank Draft in favour of Dawah Academy, IIU, Islamabad.

3. The bids, prepared in accordance with the instructions in the bidding documents, must reach on or before **19-10-2017 up-till 10:30 a.m** at the following address:

Office of the
**- Additional Director (Publications), Dawah Academy,
International Islamic University, Faisal Masjid, Islamabad.**

4. Bids will be opened on the same day i.e **19-10-2017 at 11:00 a.m** in the presence of the bidders/their representatives who may like to attend the opening ceremony.

5. Dawah Academy, International Islamic University Islamabad reserves the right to accept or reject any/all bid(s) in terms of Section-33 of Public Procurement Rules 2004.

Addl. Director (Publications)
Publications Section, Dawah Academy
Ph: 051-2262031, 9261761 Ext: 373

DAWAH ACADEMY
INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD
(Publication Section)

No. -----

Dated: _____

M/s _____

SUBJECT: Tender Documents for Printing & Supply of Books

Dear M/s,

1. You are invited to submit tender for supply of subject items in accordance with the specifications enclosed at **Annex-I**.
2. Sealed tenders valid for a period of 04 months along with Earnest Money @ 02% of the total value of tender in shape of Call Deposit/Bank Draft in the name of "Dawah Academy, International Islamic University, Islamabad" **must reach the undersigned on or before 19-10-2017 at 10:30 A. M.** The **tenders will be opened on the same day at 11:00 A. M.** in the presence of the bidders/their representatives who may like to attend the opening.
3. Tenders received after the due date and time will not be entertained.
4. Amendments/alteration/cutting and overwriting etc. in the tender must be signed in full by the person who has signed the tender. Changes or revisions in rates after the opening of tender will not be allowed.
5. Tenders must be in a sealed cover and on the envelope, it must be written in bold letters **"TENDER FOR PRINTING & SUPPLY OF BOOKS"** to be opened on **19-10-2017** & should be sent in the name of **Additional Director (Publications), Da'wah Academy, International Islamic University, Faisal Masjid, Islamabad.**
6. The General Sales Tax Registration No. issued by the Sales Tax Department must be quoted in the bid, otherwise, tender shall not be considered.
7. Bid (s) without required earnest money or for lesser amount will be rejected as non- responsive.
8. Sample (s) of paper and card to be used for printing of books must be provided along with the bid (s).
9. Coated plates and imported ink of good quality will be used for the printing of books.
10. The plates/films/pasted copies of the text and title will be property of Dawah Academy, which have to be returned back at the time of delivery of books.
11. Late charges shall be imposed as per PPRA rules.
12. The successful bidder shall have to supply the required items on **F.O.R** basis strictly within the stipulated period mentioned in the Supply Order otherwise Earnest Money will be forfeited.
13. Rates should be quoted on Company's Letter Head as per format given at Annex-I.
14. **The Earnest Money of the successful bidder will be retained by the IIU up-till the successful completion of the Warranty Period of supplies.**
15. The University reserves the right to reject all bids in terms of Section-33 of Public Procurement Rules, 2004.

Note:

- The firm must have its own printing press and all the facilities form printing to binding under one roof.
- The firm should be on active tax payer list of FBR.

Addl. Director (A&F)
Dawah Academy, Faisal Masjid,
IIUI.

Ph: 051-2262031

We / I hereby confirmed having read and understood the terms and conditions of the tender and we / I expressly confirm and agree that our tender for the supply of above mentioned item (s) is in accordance with the terms & conditions of Tender Documents.

i) Name of the Vendor: _____

ii) Name of the Authorized Contact Person: _____

iii) Office Address: _____

iv) GST No. _____ NTN No. _____

v) Tel No. _____ Fax No. _____

vi) Email: _____ Mobile: _____

vii) Signature: _____ SEAL: _____

For technical queries please contact Mr. Muhammad Azam during office timings on phone
051-9261761 Ext: 373.

CHECK LIST

S.NO	REQUIREMENT	CONFIRMATION
1-	Non-refundable tender document fee of Rs. 1000/- in shape of Depost challan with Dawah Academy cashier, or Bank draft or pay order favoring Dawah Academy, IIUI, drawn at HBL IIU branch, Islamabad	
2-	Tender documents with rates dully complete and singed by the owner of the firm and stamp.	
3-	Samples of local paper to be used by the firm.	
4-	Sample of imported paper to be used by the firm.	
5-	Sample of imported card to be used by the firm.	
6-	Earnest Money @02% of the total value of tender in shape of call Deposit/Bank Draft in the name of "Dawah Academy, International Islamic University, Islamabad"	
7-	Proof of General sales Tax Registration No. issued by the sales Tax Department.	
8-	Proof of active Tax payer in the FBR list.	
9-	Copy of CNIC of the owner of the firm.	
10-	Profile of the firm containing facilities available for printing of books etc.	

SIGNATURE AND STAMP

Owner of the company

Annex-I

Sub: SPECIFICATIONS OF BOOKS FOR DAWAH ACADEMY, IIUI

Sr. #	Name of item/Description	Qty	Unit Price with Local Paper, inclusive GST (Rs.)	Unit Price with imported Paper, inclusive GST (Rs.)
1				
2				
3				
4				
Total				
Earnest Money @2% of total value of the bid				

S#	NAME	PAGE	SIZE	PAPER	BINDING	QTY.	COND.
1.	تفسیر دعوت القرآن	308	20x30/8	Art Paper 115gm Imported	Hard binding with punny printing	2000	Tracing
2.	اسباب زوال امت	90	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
3.	اسلام اور دہشت گردی	56	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
4.	ایک مثالی شہری	84	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
5.	بنیادی معلومات قرآن	96	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
6.	تسم نبویؐ	64	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
7.	حضرت ابو بکر صدیقؓ	68	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
8.	فاروق اعظمؓ اسلام کا ایک مجاہد	38	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
9.	حضرت حسن بصریؓ	44	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
10.	حضرت شیخ عبدالقادر جیلانیؒ	56	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
11.	حضرت عمر بن عبدالعزیزؓ	52	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
12.	امام غزالیؒ	104	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
13.	اقبالؒ اور مسلم تشخص	148	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
14.	علمائے کرام اور ان کی ذمہ داریاں	48	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies

S#	NAME	PAGE	SIZE	PAPER	BINDING	QTY.	COND.
15.	عیسائیت کیا ہے؟	166	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
16.	قرآن مجید ایک تعارف	126	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
17.	کیا خواتین کے لیے پردہ ضروری ہے؟	14	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
18.	محکمات عالم قرآنی	136	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
19.	نقش ممات	308	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
20.	والدین اور اولاد کی ذمہ داریاں	48	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
21.	اخلاقی کہانیاں	32 (2Color)	20x30/8	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
22.	آداب حیات	72	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
23.	اصلی تحفہ	64	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
24.	امام بخاری کا کارنامہ	80	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
25.	بچے کیوں نہیں پڑھتے؟	64	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
26.	خوش نصیب	139	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Tracing
27.	بھول کی سزا	24 (2Color)	20x30/8	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
28.	پاکٹ کا وعدہ	58	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
29.	پتھر کا شہر پتھر کے لوگ	20 (2Color)	20x30/8	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies

S#	NAME	PAGE	SIZE	PAPER	BINDING	QTY.	COND.
30.	پنک کا انجام	24 (2Color)	20x30/8	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
31.	راہدایت	40	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
32.	روشن شخصیات	76	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
33.	عقل مند کون	48	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
34.	سب سے بڑا انسان	192	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
35.	عرش رحمان کا پٹھا	100	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
36.	فیصلہ	74	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
37.	کامیابی کا راز	48	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
38.	نافرمان بیٹا	20 (2Color)	20x30/8	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
39.	واپسی	52	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
40.	یقین کا معجزہ	86	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
41.	پہلا فضائی حملہ	68	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
42.	تین دوست	52	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
43.	نیا سورج	48	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Tracing
44.	عظیم سوچ	81	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Tracing

S#	NAME	PAGE	SIZE	PAPER	BINDING	QTY.	COND.
45.	آخری تجربہ	53	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Tracing
46.	امول خزانہ	130	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Pasted Copies
47.	The sprit of Sunnah	14	23×36/16	68-75 gm Local & Imported both	Center pin	2000	Pasted Copies
48.	Right and Role of Muslim Women	122	23×36/16	68-75 gm Local & Imported both	Side Pin + Title Pasting	2000	Tracing

- Note:
- 1: Printing of the titles in 4-colour and on 260 grams imported art card.
 - 2: Local paper should be of fine quality brilliant white.
 - 3: Kindly provide the samples of art card and 68-75 grams local paper and imported paper.
 - 4: kindly provide the rate of each book separately for local and imported paper.